

BY COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, in conformance with Article 7, Section 7-101 of the City Charter, on March 23, 2020, the Mayor submitted a proposed budget for the 2020/2021 fiscal year, which spans from July 1, 2020 through June 30, 2021; and

WHEREAS; the City Council held a series of televised public hearings May 4, 2020, May 11 2020, and May 13, 2020 to review the Mayor's budget recommendation; and

WHEREAS, in accordance with the City Charter and the State Uniform Budgeting and Accounting Act, proper notice was published and a public hearing was held on May 4, 2020, for the fiscal year 2020/2021 budget, capital improvements program, and the proposed levy for taxation; and

WHEREAS, Public Act 2 of 1968 of the State of Michigan, as amended, provides that the budget resolution of the City shall set forth the total number of mills to be levied under the General Property Tax Act, the estimated revenues by source, and amounts appropriated to defray expenditures and meet the liabilities for the City for the ensuing fiscal year; and

WHEREAS, the City Attorney confirmed there is no authority under the City Charter, Policies, or Emergency Powers that the Council may delay adopting a budget later than the third Monday in May and that there is no authorization to appropriate partial funds during the fiscal year; and

WHEREAS, the City Council desires to establish certain budget policies for the fiscal year 2020/2021, which must include all policies to be carried forward into the current fiscal year;

NOW, THEREFORE, BE IT RESOLVED that 19.44 mills be levied under the General Property Tax Act for the fiscal year for City Operating; and

BE IT FURTHER RESOLVED that 0.26 mills be levied under the Section 475 of the Drain Code of Michigan, Public Act 40 of 1956, as amended, and such revenue be used to pay a portion of the assessment from the Montgomery Drainage District to the City for the Montgomery Drain improvements; and

BE IT FURTHER RESOLVED that the following changes to the City's fees and charges be adopted:

Fee Proposed	<u>From Current</u> <u>FY 2020</u>	<u>To Proposed</u> <u>FY 2021</u>
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Parks & Recreation Department - Cemeteries

Grave Marker Cut Placement	\$ 50.00	\$ 100.00
Monument Cut Placement	\$ 100.00	\$ 150.00
Open/Close Grave - Oversized Burials	New fee	\$ 1,800.00

Parks & Recreation Department - Sports & Leisure

Turner Dodge Tour Rate	\$	3.50	\$	5.00
Valentines Dance Rate (Daddy/Daughter Mother/Son)				
Advance Tickets	\$	9.00	\$	10.00
Day of Event	New fee		\$	15.00
SEPA Application Fee	\$	100.00	\$	250.00
Showmobile Rental Basic (Weekend Set-Up/Take-Down)				
Resident	\$	400.00	\$	600.00
Non-Resident	\$	800.00	\$	1,200.00
Showmobile Rental w/ Ext (Weekend Set-Up/Take-Down)				
Resident	\$	800.00	\$	1,000.00
Non-Resident	\$	1,600.00	\$	2,000.00

Public Service Department Refuse and Recycling Funds

Refuse Fund:

32 Gallon Cart - quarterly	\$	48.00	\$	50.00
65 Gallon Cart - quarterly	\$	52.00	\$	54.00
95 Gallon Cart - quarterly	\$	56.00	\$	58.00
Low Income 32 Gallon Cart	\$	34.00	\$	35.00
Low Income 65 Gallon Cart	\$	38.00	\$	39.00
Low Income 95 Gallon Cart	\$	42.00	\$	43.00
EOW 32 Gallon Cart	\$	24.00	\$	25.00
Extra Trash Collection				
1 to 3 bags (32 & 65 Gallon)	New fee		\$	5.00
Additional Collection (Per Bag)	New fee		\$	1.00

Recycling Fund:

Recycling Collection Fee	\$	110.00	\$	115.00
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Public Service Department Sewer Fund:

Sewer Monthly Fixed Charge	\$	12.07	\$	12.50
Industrial Pretreatment Charge	\$	5.53	\$	5.75
Commodity Charge	\$	6.99	\$	7.25
Sewer Permit Fee (Sanitary and Storm)	\$	177.00	\$	90.00
Sewer Inspection Fee (Storm Sanitary) up to 75' installed	New fee		\$	110.00
Sewer Inspection Fee (Storm Sanitary) over 75' per foot cost	\$	1.70	\$	1.10

Public Service Department Sewer Fund (Continued):

Sewer DEMO Cap Off Permit Fee	\$	117.00	\$	90.00
Sewer Cap Off Inspection Fee	New fee		\$	40.00

Public Service Department Business, Permits and Technology

Permitted Traffic Control Plans (Typical)	\$	50.00	\$	75.00
Permitted Traffic Control Plans (Complex)	\$	125.00	\$	150.00
SEPA Hourly Rate (UAW Weekday and 1.52)	New fee		\$	50.00
SEPA Hourly Rate (UAW 2.0)	New fee		\$	60.00
SEPA Hourly Rate (T243 Weekday and 1.52)	New fee		\$	50.00
SEPA Hourly Rate (T243 2.0)	New fee		\$	65.00
SEPA Hourly Rate (T243 Sup Weekday and 1.52)	New fee		\$	65.00
SEPA Hourly Rate (&243 Sup 2.0)	New fee		\$	82.00
Right of Way (ROW) Sidewalk Café, Sandwich Boards, Planters	New fee		\$	75.00
Right Of Way (ROW) Permit Fee	\$	130.00	\$	90.00
Hard Surface Sidewalk inspection up to 200 linear feet (Includes Soft surface restoration inspection)	New fee		\$	50.00
Hard Surface Sidewalk inspection over 200 linear feet per foot extra	New fee		\$	0.75
Hard Surface Curb and Gutter inspection (Includes Soft surface restoration inspection)	New fee		\$	50.00
Hard Surface Driveway Approach inspection (Includes Soft surface restoration inspection)	New fee		\$	50.00
Soft Surface Restoration (with no Hard Surface)	New fee		\$	40.00
Occupying the ROW initial and final inspection with no cuts	New fee		\$	40.00
per day occupying the ROW	\$	9.00	\$	10.00

Public Service Department Major/Local Streets

Utility Cut Major Street Inspection Fee	New fee		\$	75.00
Utility Cut Local Street Inspection Fee	New fee		\$	50.00

Public Service Department Major/Local Streets (Continued)

Right of Way (ROW) Utility Cut Fee	\$	200.00	\$	210.00
Engineering Technician Rate for long term projects	New fee		\$	60.00
Engineering Tech Supervisor Rate for long term projects	New fee		\$	75.00

Economic Development & Planning - Building Safety Fund

Additions to Mechanical Permit Application

Fire Supression Sprinkler Heads (Per Unit)	New fee	\$	0.50
Fire Supression Hydrostatic Testing	New fee	\$	150.00
Fire Supression System Main Flushing Test	New fee	\$	80.00
Fire Supression Main Drain Test	New fee	\$	80.00
Fire Supression Inspection (Per Floor)	New fee	\$	80.00

Additions to Electrical Permit Application

Data/Telecommunication Outlets Line # (1-19 devices, per device)	New fee	\$	5.00
Data/Telecommunication Outlets Line # (20-300 devices, total)	New fee	\$	100.00
Data/Telecommunication Outlets Line # (300+ devices, total)	New fee	\$	300.00

Technology Fee

Eliminate Technology Fee for all Permits	\$	10.00	NA
Base Permit Fees	Base		Base + \$10

Economic Development & Planning - Parking Fund

South Capital Monthly Permits

Reserved (SCR Back Surface Lot)	\$	141.00	\$	144.00
Covered	\$	115.00	\$	117.00
Roof	\$	90.00	\$	92.00

North Grand Monthly Permits

Reserved (First Floor)	\$	160.00	\$	163.00
Reserved (Fourth Floor)	\$	160.00	\$	163.00
Valet/Cage Area	\$	160.00	\$	163.00
Covered	\$	140.00	\$	143.00
Roof	\$	110.00	\$	112.00

Economic Development & Planning - Parking Fund (Continued)

Transient Parking Rates

VIP Hourly Rate (SCR & NCR)	\$	1.80	\$	2.10
Hourly rate (SCR, NCR)	\$	2.50	\$	3.00
Dailly Maximum (SCR, NCR)	\$	12.50	\$	15.00
Lost Ticket Fee (Town, SCR, NCR)	\$	25.00	\$	30.00

Lot Permit and Hourly Fees

Lot #1	\$	90.00	\$	92.00
Lot #49	\$	63.00	\$	65.00
Lot #49A	\$	63.00	\$	65.00
Lot #50	\$	35.00	\$	36.00
Lot #52	\$	73.00	\$	75.00
Lot #53	\$	73.00	\$	75.00
Lot #55	\$	85.00	\$	87.00
Motorcycle (Ionia St)	\$	30.00	\$	31.00
Motorcycle (SCap)	\$	30.00	\$	31.00

(Resolution Continues Next Page)

BE IT FURTHER RESOLVED that the following appropriations and revenue projections are adopted as the City's budget for the FY 2020/2021 fiscal year:

Estimated Revenues	<u>FY 2021 Proposed 3/10/2020</u>	<u>HC & P/C Changes</u>	<u>Individual Changes</u>	<u>FY 2021 COVID-19 5/11/2020</u>	<u>Council Changes</u>	<u>FY 2021 Adopted</u>
Property Taxes	45,631,500	-	-	45,631,500		45,631,500
Income Taxes	39,226,000	-	(7,845,200)	31,380,800		31,380,800
Return on Equity	25,000,000	-	-	25,000,000		25,000,000
State Revenues	20,148,381	-	(3,021,615)	17,126,766		17,126,766
Charges for Services	9,909,573	-	(1,266,870)	8,642,703		8,642,703
Fines & Forfeitures	1,967,200	-	(164,100)	1,803,100		1,803,100
Licenses & Permits	1,868,100	-	(106,400)	1,761,700		1,761,700
Other Revenue	434,000	-	(81,000)	353,000		353,000
Interest & Rent	150,000	-	(10,000)	140,000		140,000
Use of (Contribution to) Fund Balance	(500,000)			4,852,725		4,852,725
Total Revenues	143,834,754	-	(12,495,185)	136,692,294	-	136,692,294
Appropriations	<u>FY 2021 Proposed 3/10/2020</u>	<u>HC & P/C Changes</u>	<u>Individual Changes</u>	<u>FY 2021 COVID-19 5/11/2020</u>	<u>Council Changes</u>	<u>FY 2021 Adopted</u>
Council						
Personnel	513,896	(6,236)	(48,222)	459,438		459,438
Operating	201,349	(2,716)	21,611	220,244	(11,000)	209,244
Total	715,245	(8,952)	(26,611)	679,682	(11,000)	668,682
Internal Audit						
Personnel	162,227	(2,994)	-	159,234		159,234
Operating	12,419	(1,052)	-	11,367		11,367
Total	174,646	(4,046)	-	170,601	-	170,601
Courts						
Personnel	5,101,053	(93,763)	-	5,007,290		5,007,290
Operating	1,439,237	(16,247)	(500)	1,422,490		1,422,490
Total	6,540,290	(110,010)	(500)	6,429,780	-	6,429,780
Mayor's Office						
Personnel	1,066,039	(15,043)	-	1,050,996		1,050,996
Operating	204,124	(2,756)	(1,500)	199,868	(20,000)	179,868
Total	1,270,163	(17,799)	(1,500)	1,250,864	(20,000)	1,230,864
Media Center						
Personnel	477,883	(5,123)	-	472,760		472,760
Operating	68,975	(1,066)	-	67,909		67,909
Total	546,858	(6,189)	-	540,669	-	540,669
Clerk's Office						
Personnel	1,086,468	(12,177)	-	1,074,290		1,074,290
Operating	441,577	(2,959)	-	438,618	(10,000)	428,618
Total	1,528,045	(15,136)	-	1,512,908	(10,000)	1,502,908
Neighborhood & Citizen Engagement						
Personnel	755,035	(13,285)	-	741,750		741,750
Operating	349,796	(2,132)	(500)	347,164	(35,000)	312,164
Total	1,104,831	(15,417)	(500)	1,088,914	(35,000)	1,053,914
Economic Development & Planning						
Personnel	3,208,121	(59,228)	-	3,148,894		3,148,894
Operating	2,362,701	(23,411)	(667,500)	1,671,790	(42,000)	1,629,790
Total	5,570,822	(82,639)	(667,500)	4,820,684	(42,000)	4,778,684
Finance/Operations						
Personnel	1,647,453	(27,627)	-	1,619,825		1,619,825
Operating	493,254	(6,762)	-	486,492		486,492
Total	2,140,706	(34,389)	-	2,106,317	-	2,106,317
Assessing						
Personnel	1,539,869	(27,711)	-	1,512,158		1,512,158
Operating	233,867	(4,969)	(4,000)	224,898		224,898
Total	1,773,736	(32,680)	(4,000)	1,737,056	-	1,737,056
Treasury						
Personnel	1,841,688	(32,830)	-	1,808,858		1,808,858
Operating	456,761	(3,363)	(2,000)	451,398		451,398
Total	2,298,449	(36,193)	(2,000)	2,260,256	-	2,260,256

Appropriations	<u>FY 2021 Proposed 3/10/2020</u>	<u>HC & P/C Changes</u>	<u>Individual Changes</u>	<u>FY 2021 COVID-19 5/11/2020</u>	<u>Council Changes</u>	<u>FY 2021 Adopted</u>
Human Resources						
Personnel	1,396,022	(23,351)	-	1,372,671		1,372,671
Operating	979,853	(3,687)	(50,000)	926,166	(38,317)	887,849
Total	2,375,875	(27,038)	(50,000)	2,298,837	(38,317)	2,260,520
Attorney's Office						
Personnel	2,080,179	(34,890)	-	2,045,289		2,045,289
Operating	235,771	(3,399)	(2,000)	230,372	(10,000)	220,372
Total	2,315,950	(38,289)	(2,000)	2,275,661	(10,000)	2,265,661
Police						
Personnel	39,841,754	(814,707)	-	39,027,047		39,027,047
Operating	7,564,572	(97,773)	-	7,466,799		7,466,799
Total	47,406,326	(912,480)	-	46,493,846	-	46,493,846
Fire						
Personnel	32,209,577	(655,601)	12,100	31,566,076		31,566,076
Operating	5,224,289	(99,018)	12,900	5,138,171		5,138,171
Total	37,433,866	(754,619)	25,000	36,704,247	-	36,704,247
Public Service						
Personnel	2,989,017	(51,793)	-	2,937,224		2,937,224
Operating	8,997,136	(86,482)	(4,000)	8,906,654		8,906,654
Total	11,986,153	(138,275)	(4,000)	11,843,878	-	11,843,878
Human Relations & Community Service						
Personnel	1,563,869	(27,631)	-	1,536,239		1,536,239
Operating	193,777	(3,182)	(1,500)	189,095		189,095
Total	1,757,646	(30,813)	(1,500)	1,725,334	-	1,725,334
Parks & Recreation						
Personnel	5,054,496	(73,314)	-	4,981,182		4,981,182
Operating	3,255,050	(39,026)	(102,500)	3,113,524		3,113,524
Total	8,309,546	(112,340)	(102,500)	8,094,706	-	8,094,706
Human Services						
Operating	1,804,000	-	(243,600)	1,560,400		1,560,400
Total	1,804,000	-	(243,600)	1,560,400	-	1,560,400
City Supported Agencies						
Operating	316,500	-	(214,000)	102,500		102,500
Total	316,500	-	(214,000)	102,500	-	102,500
Non-Departmental						
Vacancy Factor	(700,000)	-	(700,000)	(1,400,000)		(1,400,000)
Library Lease	150,000	-	-	150,000		150,000
Debt Service	1,303,000	-	-	1,303,000		1,303,000
Net Transfers	5,712,100	-	(2,769,945)	2,942,155		2,942,155
Total	6,465,100	-	(3,469,945)	2,995,155	-	2,995,155
Total Expenditures	143,834,754	(2,377,304)	(4,765,156)	136,692,294	(166,317)	136,525,977

Special Revenue Funds

MAJOR STREETS FUND

Revenues

Gas & Weight Tax Receipts	11,907,778	-	-	11,907,778		11,907,778
Utility Permit Fees (Metro Act)	-	-	-	-		-
Reimbursements	560,000	-	-	560,000		560,000
Miscellaneous Revenue	78,000	-	-	78,000		78,000
Use of/(Contribution to) Fund Balance	2,791,275	-	-	2,791,275		2,791,275
Total	15,337,053	-	-	15,337,053	-	15,337,053

Expenditures

Personnel	3,688,401	-	-	3,688,401		3,688,401
Operating	3,291,847	-	-	3,291,847		3,291,847
Capital	4,470,000	-	-	4,470,000		4,470,000
Debt Service	804,050	-	-	804,050		804,050
Transfers	3,082,755	-	-	3,082,755		3,082,755
Total	15,337,053	-	-	15,337,053	-	15,337,053

Appropriations	<u>FY 2021</u> <u>Proposed</u> <u>3/10/2020</u>	<u>HC & P/C</u> <u>Changes</u>	<u>Individual</u> <u>Changes</u>	<u>FY 2021</u> <u>COVID-19</u> <u>5/11/2020</u>	<u>Council</u> <u>Changes</u>	<u>FY 2021</u> <u>Adopted</u>
LOCAL STREETS FUND						
Revenues						
Gas & Weight Tax Receipts	3,969,259	-	-	3,969,259		3,969,259
Miscellaneous Revenue	150,000	-	-	150,000		150,000
Transfers from Other Funds	5,424,755	-	-	5,424,755		5,424,755
Use of/(Contribution to) Fund Balance	571,026	-	-	571,026		571,026
Total	10,115,040	-	-	10,115,040	-	10,115,040
Expenditures						
Personnel	3,420,417	-	-	3,420,417		3,420,417
Operating	2,485,474	-	-	2,485,474		2,485,474
Capital	3,325,000	-	-	3,325,000		3,325,000
Debt Service	884,149	-	-	884,149		884,149
Total	10,115,040	-	-	10,115,040	-	10,115,040
STADIUM FUND						
Revenues						
Operating Revenues	375,000	-	-	375,000		375,000
Stadium Naming Rights	125,000	-	-	125,000		125,000
Reimbursements	125,000	-	-	125,000		125,000
Transfers In	530,100	-	-	530,100		530,100
Total	1,155,100	-	-	1,155,100	-	1,155,100
Expenditures						
Debt Service	1,155,100	-	-	1,155,100		1,155,100
Total	1,155,100	-	-	1,155,100	-	1,155,100
BUILDING DEPARTMENTS FUND						
Revenues						
Licenses & Permits	2,641,100	-	-	2,641,100		2,641,100
Charges for Services	1,000	-	-	1,000		1,000
Miscellaneous	100	-	-	100		100
Transfers from Other Funds	35,000	-	-	35,000		35,000
Use of/(Contribution to) Fund Balance	169,858	-	-	169,858		169,858
Total	2,847,058	-	-	2,847,058	-	2,847,058
Expenditures						
Personnel	2,248,213	-	-	2,248,213		2,248,213
Operating	598,845	-	-	598,845		598,845
Total	2,847,058	-	-	2,847,058	-	2,847,058
CDBG FUND						
Revenues						
Federal Grants	2,160,460	-	160,650	2,321,110		2,321,110
General Fund Transfer	234,000	-	(160,650)	73,350		73,350
Total	2,394,460	-	-	2,394,460	-	2,394,460
Expenditures						
Personnel	1,094,347	-	-	1,094,347		1,094,347
Operating	1,300,113	-	-	1,300,113		1,300,113
Total	2,394,460	-	-	2,394,460	-	2,394,460
HOME GRANT FUND						
Revenues						
Federal Grants	925,990	-	-	925,990		925,990
General Fund Transfer	-	-	-	-		-
Total	925,990	-	-	925,990	-	925,990
Expenditures						
Personnel	93,601	-	-	93,601		93,601
Operating	832,389	-	-	832,389		832,389
Total	925,990	-	-	925,990	-	925,990

Appropriations	FY 2021 Proposed 3/10/2020	HC & P/C Changes	Individual Changes	FY 2021 COVID-19 5/11/2020	Council Changes	FY 2021 Adopted
EMERGENCY SHELTER GRANT FUND						
Revenues						
Federal Grants	176,452	-	-	176,452		176,452
Total	176,452	-	-	176,452	-	176,452
Expenditures						
Operating	176,452	-	-	176,452		176,452
Total	176,452	-	-	176,452	-	176,452
FEDERAL DRUG LAW ENFORCEMENT FUND						
Revenues						
Drug Forfeitures	-	-	-	-		-
Interest Income	5,000	-	-	5,000		5,000
Use of/(Contribution to) Fund Balance	57,800	-	-	57,800		57,800
Total	62,800	-	-	62,800	-	62,800
Expenditures						
Operating	62,800	-	-	62,800		62,800
Total	62,800	-	-	62,800	-	62,800
STATE/LOCAL DRUG LAW ENFORCEMENT FUND						
Revenues						
Drug Forfeitures	-	-	-	-		-
Interest Income	10,000	-	-	10,000		10,000
Use of/(Contribution to) Fund Balance	174,000	-	-	174,000		174,000
Total	184,000	-	-	184,000	-	184,000
Expenditures						
Operating	184,000	-	-	184,000		184,000
Capital	-	-	-	-		-
Total	184,000	-	-	184,000	-	184,000
TRI-COUNTY METRO DRUG LAW ENFORCEMENT FUND						
Revenues						
Drug Forfeitures	-	-	-	-		-
Contributions from Local Units	-	-	-	-		-
Interest Income	-	-	-	-		-
Use of/(Contribution to) Fund Balance	366,000	-	-	366,000		366,000
Total	366,000	-	-	366,000	-	366,000
Expenditures						
Operating	366,000	-	-	366,000		366,000
Total	366,000	-	-	366,000	-	366,000
DOWNTOWN LANSING						
Revenues						
Special Assessments	424,000	-	-	424,000		424,000
Grants	10,000	-	-	10,000		10,000
Miscellaneous	161,410	-	-	161,410		161,410
Transfer from General Fund	93,000	-	-	93,000		93,000
Use of/(Contribution to) Fund Balance	4,831	-	-	4,831		4,831
Total	693,241	-	-	693,241	-	693,241
Expenditures						
Personnel	166,860	-	-	166,860		166,860
Operating	526,381	-	-	526,381		526,381
Total	693,241	-	-	693,241	-	693,241

Appropriations	FY 2021 Proposed 3/10/2020	HC & P/C Changes	Individual Changes	FY 2021 COVID-19 5/11/2020	Council Changes	FY 2021 Adopted
Enterprise Funds						
CEMETERIES FUND						
Revenues						
Cemetery Service Revenue	191,075	-	-	191,075		191,075
Sale of Lots	83,200	-	-	83,200		83,200
Other	-	-	-	-		-
Transfer from Parks Millage	560,000	-	-	560,000		560,000
Use of/(Contribution to) Fund Balance	(40,450)	-	-	(40,450)		(40,450)
Total	793,825	-	-	793,825	-	793,825
Expenditures						
Personnel	516,355	-	-	516,355		516,355
Operating	277,470	-	-	277,470		277,470
Transfers	-	-	-	-		-
Total	793,825	-	-	793,825	-	793,825
GOLF FUND						
Revenues						
Transfers In - Parks Millage	100,000	-	-	100,000		100,000
Sale of Red Cedar	-	-	-	-		-
Use of/(Contribution to) Fund Balance	-	-	-	-		-
Total	100,000	-	-	100,000	-	100,000
Expenditures						
Operating	100,000	-	-	100,000		100,000
Capital	-	-	-	-		-
Total	100,000	-	-	100,000	-	100,000
PARKING FUND						
Revenues						
Parking Revenue	6,692,300	-	-	6,692,300		6,692,300
Baseball Revenue	50,000	-	-	50,000		50,000
Parking Fines	600,000	-	-	600,000		600,000
Other Revenue	3,165,279	-	-	3,165,279		3,165,279
Use of/(Contribution to) Fund Balance	(1,006,611)	-	-	(1,006,611)		(1,006,611)
Total	9,500,968	-	-	9,500,968	-	9,500,968
Expenditures						
Personnel	2,555,965	-	-	2,555,965		2,555,965
Operating	2,486,812	-	-	2,486,812		2,486,812
Capital	1,330,000	-	-	1,330,000		1,330,000
Debt Service	3,128,191	-	-	3,128,191		3,128,191
Transfers	-	-	-	-		-
Total	9,500,968	-	-	9,500,968	-	9,500,968
WASTEWATER FUND						
Revenues						
Sewer Charges	35,775,000	-	-	35,775,000		35,775,000
Interest Income	-	-	-	-		-
Low Income Credit	(1,000)	-	-	(1,000)		(1,000)
Micellaneous Income	-	-	-	-		-
Use of/(Contribution to) Fund Balance	1,899,309	-	-	1,899,309		1,899,309
Total	37,673,309	-	-	37,673,309	-	37,673,309
Expenditures						
Personnel	8,151,346	-	-	8,151,346		8,151,346
Operating	8,443,908	-	-	8,443,908		8,443,908
Capital	6,882,000	-	-	6,882,000		6,882,000
Debt Service	14,196,055	-	-	14,196,055		14,196,055
Total	37,673,309	-	-	37,673,309	-	37,673,309

Appropriations	FY 2021 Proposed 3/10/2020	HC & P/C Changes	Individual Changes	FY 2021 COVID-19 5/11/2020	Council Changes	FY 2021 Adopted
REFUSE FUND						
Revenues						
Operating Income	2,484,276	-	-	2,484,276		2,484,276
Interest Income	7,000	-	-	7,000		7,000
Use of/(Contribution to) Fund Balance	(177,883)	-	-	(177,883)		(177,883)
Total	2,313,394	-	-	2,313,394	-	2,313,394
Expenditures						
Personnel	1,394,091	-	-	1,394,091		1,394,091
Operating	919,303	-	-	919,303		919,303
Capital	-	-	-	-		-
Total	2,313,394	-	-	2,313,394	-	2,313,394
RECYCLING FUND						
Revenues						
Operating Income	4,364,650	-	-	4,364,650		4,364,650
Sale of Recycled Materials	-	-	-	-		-
Interest Income	-	-	-	-		-
Use of/(Contribution to) Fund Balance	647,870	-	-	647,870		647,870
Total	5,012,520	-	-	5,012,520	-	5,012,520
Expenditures						
Personnel	2,617,607	-	-	2,617,607		2,617,607
Operating	1,940,100	-	-	1,940,100		1,940,100
Debt Service	454,812	-	-	454,812		454,812
Capital	-	-	-	-		-
Total	5,012,520	-	-	5,012,520	-	5,012,520
Capital Project Funds						
CAPITAL IMPROVEMENT (CIP) FUND						
Revenues						
Transfer from General Fund	355,000	-	(355,000)	-		-
Transfer from Local Streets	300,000	-	-	300,000		300,000
Loan Revenue	180,000	-	-	180,000		180,000
PEG (Cable Capital) Revenues	550,000	-	-	550,000		550,000
Use of/(Contribution to) Fund Balance	250,000	-	430,000	680,000		680,000
Total	1,635,000	-	75,000	1,710,000	-	1,710,000
Expenditures						
Capital	655,000	-	75,000	730,000		730,000
PEG Capital	450,000	-	-	450,000		450,000
Debt Service	180,000	-	-	180,000		180,000
Transfer to General Fund	350,000	-	-	350,000		350,000
Total	1,635,000	-	75,000	1,710,000	-	1,710,000
PARKS MILLAGE						
Revenues						
Parks Transfer	2,342,000	-	-	2,342,000		2,342,000
Total	2,342,000	-	-	2,342,000	-	2,342,000
Expenditures						
Transfers to Golf/Cemetery Funds	660,000	-	-	660,000		660,000
Capital	1,682,000	-	-	1,682,000		1,682,000
Total	2,342,000	-	-	2,342,000	-	2,342,000

FY 2020/2021 Budget Policies

In accordance with the State Uniform Budget and Accounting Act (Public Act 2 of 1968), the City of Lansing's annual appropriations, as set forth in the annual budget resolution, shall be made in accordance with Generally Accepted Accounting Principles (GAAP) and shall apply to all funds except internal service funds, debt service funds, permanent funds, and trust and agency funds.

The City's fiscal year is July 1 through June 30. In accordance with the City Charter, on or before the fourth Monday in March, the Mayor submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1. No later than the third Monday in May, the Council adopts the budget and sets the property tax rates for the ensuing fiscal year.

Appropriations are set forth in the annual budget resolution. Authority to transfer between appropriations is dictated by City Charter; however, additional administrative budget transfer authority is granted for the following instances. The Administration is requested to submit to Council quarterly reports of such transfers.

Wastewater Funds – the transfer residual State Revolving Fund (SRF) loan and/or bond proceeds between projects and project segments.

Flood Control – the transfer of funds for flood control and/or storm sewer purposes to address flooding or unanticipated storm sewer maintenance needs.

Major and Local Street (Act 51) Funding – Transfer authority is not limited by departmental allocation, and administrative authority is included for appropriation of MDOT special authorization funding.

Parking System – the transfer of capital project accounts from operating accounts is permitted to meet bid or unforeseen capital needs.

Debt Service Funds – the transfer of residual balances between general obligation bond debt service accounts.

Vacancy Factor/funded and unfilled Positions - The budget includes an attrition vacancy allowance of \$1,400,000. The Administration is requested to provide Council on July 1, 2020 and on a quarterly basis, thereafter, a list of vacant positions by department. The Administration is also requested to provide, on a quarterly basis, a detailed list by Department of all positions by title, FTE, wages and fringes, and impact on programs and/or services which are included within this allowance. The personnel wages and

fringes associated with all positions identified above as of July 1, 2019 and any such position vacated, thereafter, shall be placed in a budget control account, and will require City Council approval for expenditure.

In addition, administrative authority is granted for the transfer of wage and fringe benefit reserves to departmental budgets upon settlement of a collective bargaining agreement.

Carryforwards

Authority is granted to reappropriate available capital project balances as of June 30, 2019 into the FY 2020 budget. All non-capital balances require City Council approval to carryforward, except for encumbered (purchase order) obligations less than \$5,000 and not more than 8 months old.

∞ Human Services and Community Supported Agencies Funding

The plan for funding Agencies submitted to Council designate particular Agencies. If any agency does not apply for or use their funding, all funds will remain in their respective account(s) for additional appropriation and approval by Council for Human Services and Community Supported Agencies use pursuant to the Charter transfer authority. The Administration/Human Relations Community Services Department is requested to submit to Council a quarterly report on the status of the Human Services and Community Supported Agencies' funding. This report should include the accounting level detail appropriation; amount spent, balance, and a notation as to whether the balance of funds is expected to be spent by the end of the Fiscal Year; if not, why.

General Fund Reserve Policy

The City's General Fund reserves consist of the General Fund balance and the Budget Stabilization Fund. Use of and contributions to the Budget Stabilization Fund are dictated by Ordinance section 218.05.

The targeted unrestricted balance for the combination of the General Fund balance and the Budget Stabilization Fund is a minimum of 12% of General Fund expenditures and a maximum of 15% of General Fund expenditures. Except when projected revenues (excluding transfers) are projected to decrease more than 0% in a given year, if events necessitate that the combined balances drop below 12% of General Fund expenditures, annual appropriations of a minimum of \$500,000 will be made until the 12% target is reached. In the event that combined reserves are projected to exceed 15% of General Fund revenues, the excess amount will be used to supplement pension and/or retiree healthcare prefunding.

Debt Management

Appropriations are made to adequately fund annual debt service obligations. Adherence will be made to required debt service reserves, where applicable, as well as to the provision of annual disclosures as required by outstanding bond obligations.

Investment Policy

Management of cash investments is governed by the City's investment policy and in accordance to State statute, with the objective being the maximization of return on the City's governmental funds through pooling of funds where appropriate and permitted, monitoring of interest rates and fee structures. Investments of the Employee Retirement System, the Police and Fire Retirement System, and the VEBA, are governed those respective boards and dictated by their respective investment policies.

Strategic Planning and Budget Development

In working toward the goal of the incorporation of strategic planning into the budget process, this next year, Administration is encouraged to work towards developing a multi-year budgeting process. This process should align the City's master plan, strategic goals, and performance metrics to short-term and long-term budget priority-setting by Council in accordance with Financial Health Team recommendations.

Civil Actions, Claims, and Damages

Whenever a claim is made or any civil action is commenced against the Mayor, a City Council member, a non-bargaining unit employee, or a Lansing retirement board trustee (collectively in this provision "the Employee") for damages caused by an act or acts of the Employee within the scope of his or her authority and while in the course of his or her employment with the City or his or her duties on behalf of the retirement board, the City will pay for, engage, or furnish the services of an attorney to advise the Employee as to the claim and to appear for and represent the Employees in the action. If the City Attorney does not provide the attorney services, the attorney selection shall be made by the City Attorney in the manner the City Charter requires. The City may compromise, settle, and pay a claim before or after the commencement of any civil action. Whenever any judgment for damages caused by the act or acts of the Employee covered under this provision is awarded against the Employee as the result of a civil action, the City will indemnify the Employee or will pay, settle, or compromise the judgment. The City's obligations under this provision, however, is contingent upon the Employee giving prompt notice of the commencement of the action and upon the Employee cooperating in the preparation, defense, and settlement of the action. The term "scope of authority" under this provision does not include any act or acts of Employee (i) fraud, (ii) dishonesty, (iii) willful, intentional, or deliberate violation of the law or breach of fiduciary duty, (iv) criminal act, or (v) traffic violation; nor does this provision abrogate or diminish governmental immunity.

Grants

In order to receive timely Council consideration of the approval of any grant award, every application for any grant requiring legislative approval shall be submitted to Council, and, upon notification of the award of such a grant, the acceptance shall be submitted to Council. Once accepted administrative authority is granted to create necessary accounts and transfers in accordance with the requirements of the grantor. Any grant that can be applied for administratively should be submitted for Council review within 10 days of the application.

Transparency and Accountability in Government

Council will review, and when necessary, pass policies, procedures and ordinances to achieve improved transparency and accountability with respect to economic incentives, outsourcing of service and contracting within City government.

Non-Motorized Vehicle Safety

Public Service is encouraged to develop a strategy and program to protect bike lanes at busy intersections to increase rider safety and educate motorists on proper interaction with bike lanes at intersections. If possible, the barriers should be removable to facilitate street sweeping and snow plowing.

Environmental Stewardship

The City of Lansing is concerned about its environment and strives to be a good steward of such. The City recognizes the importance of sustainability and supports the Paris Agreement. The City recognizes to reduce the City's net emissions output, increase its energy efficiency and improve its wastewater treatment and waste management programs.

Lansing Home Ownership Program for Employees (L-Hope)

L-Hope shall cover these groups, all full time and part time year round employees, whose bargaining units have agreed to participate in the program, and the following non-bargaining employee groups: Executive Management Group, Non-Bargaining Group, Mayoral Staff, District Court employees, and the City Council Staff employees, and shall continue as funded.